

Call for Artist Banner Designs

Submissions will be received by the City of Prince Albert, Arts & Cultural Coordinator until 5:00pm, Saskatchewan Time, Tuesday, December 13, 2022.

City of Prince Albert
Community Services Department
1010 Central Avenue
Prince Albert, SK S6V 4V5



City of
Prince Albert



City of Prince Albert

Call for Artist Banner Designs

1 Background

The Community Services Department through the Municipal Cultural Action Plan have created a Banner Project for our City to celebrate the culture, heritage, natural environment and beauty of our City. This initial phase of a banner project will beautify and highlight our main corridor, 2nd Avenue West.

This initiative links to the City's Municipal Cultural Action Plan, specifically:

Goal #9: Recognize, strengthen, and honour the artistic and cultural community and the significant role it plays developing and enhancing Prince Albert's cultural make-up and identity and beyond.

Goal #11: Continue to invest in cultural activities and support organizations and individuals that strive to make Prince Albert a vibrant cultural community.

It also addresses goals of the Public Art Policy, and efforts towards a beautification plan for our city.

2 Objective(s)

The City of Prince Albert is seeking banner designs from local artists. The Artists will provide the designs in a digital rendering(s). The City of Prince Albert will then have the designs made into banners (cut into aluminum) and hung on light poles on 2nd Avenue West (Marquis Road to approximately 34th Street West). Each artist can submit a maximum of five designs. Twelve unique designs will be selected. Others may be chosen and filed for future phases of the banner project. We expect the banners to be up for 5-10 years.

3 Eligibility

This call is open to visual artists in Saskatchewan with preference to those residing in Prince Albert or surrounding communities. We encourage submissions from artists that are typically underrepresented including BIPOC (Black, Indigenous, and People of Colour), LGBTQIA2S+ identifying individuals, deaf persons, and persons with disabilities. We also encourage submissions from youth. If assistance is required, please contact Judy MacLeod Campbell at jmacleodcampbell@citypa.com or 306-953-4825.

4 Instructions to Artists

Expressions of Interest (EOI) must be received by **5:00 pm, Tuesday, December 13, 2022.**

City of Prince Albert

Community Services Department – Prince Albert Arts Centre

1010 Central Avenue

Prince Albert, SK S6V 4V5

Email: jmacleodcampbell@citypa.com

Incomplete submissions will not be accepted. Please email or drop off submissions to the above mentioned address.

4 Inquiries

Inquiries, interpretations, and questions regarding this call are to be directed to Judy MacLeod Campbell, Arts & Culture Coordinator, at 306-953-4825 or by email at jmacleodcampbell@citypa.com.

5 Submission Process and Timelines

Artist submissions received **after 5:00 pm, Saskatchewan Time, Tuesday, December 13, 2022** will not be considered.

Call for Artist Banner Designs Release Date: Tuesday, November 29th, 2022.

Closing Date: Tuesday, December 13th, 2022.

Designs Chosen: Friday, December 16th, 2022. (selection panel)

The City of Prince Albert will have the banners made and delivered by December 31, 2022 and installed in early 2023.

Notification

Upon closing of the Call for Artist Banner Designs, the City of Prince Albert may contact potential artists to request additional information for clarification prior to final selection.

Rejection of Submissions

The City of Prince Albert reserves the right to accept or reject in whole or in part any or all submissions. Only selected designs/submissions will be notified.

6 Requirements | Scope of Work

The banner project is intended to benefit our City to:

- Create a stronger sense of arrival to our City
- Provide a bright and colourful display of art, enhancing the streetscape

- Showcase and celebrate the culture, heritage, diversity, and natural beauty of our City
- Display and celebrate our City's beautiful natural environment including park and green space, animals, river, etc.
- Provide local artists with an opportunity to create designs for the banners
- Promote positivity and pride

Banner Design Theme

The banner designs should:

- Celebrate the culture, heritage, diversity, and natural beauty of our City, promoting positivity and pride in our City; and/or,
- Celebrate our City's beautiful natural environment including park and green space, animals, river, etc.

Banner Locations on 2nd Avenue West (south entrance to the city)

Light poles on both sides of the street from Marquis Road to approximately 34th Street

Technical Requirements

- All artwork must be original to the artist and created for the purpose of this call.
- Final artwork design should contain appropriate levels of details and scale for viewing by pedestrians.
- Artwork should be provided as a digital rendering (jpeg format).
- Artwork must follow the banner specifications noted below.

Banner specifications

- Banners will be 24 inches wide by 60 inches high with the bottom 4 inches for the City's logo (the City will add the logo)
- **30-50% of the banner will include the design, therefore 24-29 inches in height and 20-22 inches in width**
- **The designs should be relatively simple (see examples attached)**
- **The design must all be connected. There cannot be any floating elements of the banner design as it will be cut into aluminum.**
- The designs will not include text, political or religious figures, and/or logos
- The product will be aluminum (3/16 inch)
- They will be in a powder coated finish in green, red, blue or yellow – one colour per banner. Please note your colour recommendation in your submission.

Potential Future Phases

This project also has the potential for the designs chosen to be repeated and/or added to other locations, such as other entrances, or downtown, as future phases.

About Prince Albert:

- Prince Albert is a vibrant and innovative municipality that prides itself on being a family focused community. Situated just minutes from lake country the City of Prince Albert is a recreational paradise that offers all the benefits of big city amenities including access to arts, entertainment and unique cultural experiences. Prince Albert is the proud home of a diverse offering of highly skilled professional sports and recreation organizations, an engaged and growing arts and cultural community and committed and passionate non-profit organizations.
- Prince Albert is the third largest City in Saskatchewan and a hub of health care, education, retail and infrastructure servicing upwards of 195,000 people in Prince Albert and central and northern Saskatchewan. We are located in the broad valley of the North Saskatchewan River near the geographical center of the province, where the agricultural prairie of the south and the rich forest belt of the north meet. Much of Prince Albert is built on the sloping south bank of the North Saskatchewan River while the north bank provides a spectacular view of mixed forest, typical of northern Saskatchewan.
- Located in the heartland of northern Saskatchewan, Prince Albert is located in Treaty 6 territory and the homeland of groups who have called the Prince Albert area home for thousands of years. These Indigenous groups are the Woodland Cree, Plains Cree, Swampy Cree, Dene and the Dakota and Métis Nations. Prince Albert has one of the highest Aboriginal (First Nations, Métis and Inuit) population ratios in any Canadian City (44.65% Census 2021).
- We are a diverse community with a large Indigenous population, several unique and celebrated cultures, and a growing immigrant population.
- Research conducted by Real Estate Company Calgary.com revealed that Prince Albert is NUMBER ONE for park space in Canada. According to the recent study, 20% of Prince Albert is used as parkland with a green score of 100/100. Scores were based on how much parkland, green area, and gardens cities have.

7 Submission Requirements

A completed application form must include the support material listed below. Support material must be in a recognized DOC, DOCX, or PDF file format. Digital renderings/designs should be in JPEG format. Please write your name and contact information on the file.

1. **AUTHORIZATION/SUBMISSION FORM:** Complete, including a signature, the authorization form included in this document.
2. **EXPRESSION OF INTEREST:** 2 page maximum. Please provide a concise synopsis of your proposed banner design(s):
 - Briefly describe your interest in the project
 - Briefly describe your artwork/design for each design submitted
 - Address all parameters as outlined in this Call for Artist Banner Designs (take particular note of the banner specifications).

3. **RESUME / CURRICULUM VITAE:** Three (3) page maximum. Detail your experience as an artist, prior design or public art experience, and/or other relevant information. Include your name, mailing address, telephone number and email address. If multiple artists are involved, include each artist's resume and indicate the artist team lead.

4. **VISUAL DOCUMENTATION**

Images:

- 1 digital rendering (jpeg format) of the image of the proposed banner artwork/design (maximum 5 designs per artist);
- Digital images of previous public artworks or artworks which best illustrate a body of artwork related to the project (maximum 3).

8 Budget

The Project Budget is \$500 per Banner Artwork/Design (ready to cut). This includes the creation of the artwork, as well as any other expenses incurred by the artist for the design, travel, etc.

9 Evaluation of Submission

	Maximum Points
Quality of Banner Artwork/Design (artistic merit, composition, theme, artist statement)	65
Qualifications, Experience, and Expertise	15
Completeness of Expression of Interest – Submission of all required documentation	20
Total Points	100

10 Terms and Conditions

1. The Call for Artist Banner Designs submission must be signed in the space provided on the *Authorization Form* with the signature of a signing officer.
2. The City of Prince Albert reserves the right to change or cancel the Call for Artist Banner Designs without notice.

3. Should a dispute arise from the Terms and Conditions of this Call for Artist Banner Designs regarding meaning, intent or ambiguity, the decision of the City of Prince Albert shall be final.
4. Any submission is not necessarily accepted.
5. The rights of the parties shall be governed by and the contractual terms shall be interpreted in accordance with the laws of the Province of Saskatchewan.
6. The City of Prince Albert is governed by *The Cities Act* and designated as a Local Authority pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*. Therefore, all information collected during the *Expression of Interest* Process, including executed contracts and agreements may be subject to inspection through a Freedom of Information and Access Request in accordance with those regulations.

Section 91(1)(a) of the Cities Act states the following:

“91(1) *Any person is entitled at any time during regular business hours to inspect and obtain copies of:*

(a) Any contract approved by the council, any bylaw or resolution and any account paid by the council relating to the City”

7. City determination of the successful Artist shall be final.



Call for Artist Banner Designs Authorization Form

NAME (please print)

ADDRESS

CITY

PROVINCE

POSTAL CODE

PHONE#

EMAIL

AUTHORIZED SIGNATURE

LAFOIP Consent (check one)

Yes _____ (City is Authorized to Release Bid Documents for LAFOIP Requests)

No _____ (Confidential Information Included)

Agree to Rules and Regulations (must be checked):

- I have read the rules and regulations of the banner project and agree to be bound by its terms and conditions.

Confirm Original Artwork (must be checked):

- I confirm that the submitted piece is of original artwork, and hereby give the City of Prince Albert exclusive rights to use the artwork named above, and submitted in the banner project, to reproduce onto a banner, and to be included on the City's website and for promotional purposes.
- I hereby give permission for photographs and for the facts hereinafter set out to be used for promotion/publication purposes of the banner project. The City of Prince Albert may release my name, and/or team member names as listed above if selected as a winning entry.

DATED THIS, _____ DAY OF _____, 2022